

Question Asked	Answer Given
Chief's must complete the baseline course and are recertified by completing 6 hours training each term. If they don't, must they take the baseline training again?	Yes, if they lose their certification, they will need to retake the Baseline class as part of their certification.
Do the training requirements also apply to Deputy Clerks?	No, state law only requires the municipal clerk to complete the training, even if the deputy is responsible for conducting elections. We strongly recommend it, however.
Which training is core training?	The 3-hour Municipal Clerk Core training Class. Check the link in the New Clerk Checklist.
So, chief election inspectors need their training by Dec. 31, 2021, in order to be authorized for next year?	Yes, they must take at least six hours of election training by December 31, 2021 to recertify for the 2022-2023 term.
Are there any requirements Deputies on the County level?	No, county clerks and deputies are not required by law to take training.
Can your chair work as the chief election inspector?	Yes, if they are not on the ballot.
Does the clerk need to send names of election workers to you to secure username and passwords? OR can I send them to your website to secure one?	You should send the "Request to Add Authorized User" form to the Help Desk for access to The Learning Center.
There is a good deal of listed training. WHAT IS ACTUALLY REQUIRED?	At least six hours of training each 2-year term, new clerks must take the MCT Core class as part of the six hours.
If our training site does not have Wi-Fi..., can we upload the PowerPoint to our laptops to train election folks?	Yes, we can send you a thumb drive or DVD if that's what works for you.
Can you cover again when the 6 hours for new clerks is required? This year or into 2022?	Clerks appointed or elected in the current 2020-2021 training term, must take and report at least six hours of training to the WEC to recertify for the 2022-2023 term.
Allison, my old brain isn't working great today . . . those 6 hours must be completed in the 2 year period prior to gain certification for the following 2-year term?	Yes, you are correct!
Does this webinar count towards the 6 hour requirement?	Yes, for one hour. Be sure to report it if you want training credit.
Do clerks only need to take the MCT Core Curriculum once or every two years/	Just once if they keep up their certification by taking and reporting at least six hours of election training each 2-year term.
I am an Appointed Clerk, so does that mean that I shouldn't be around the polls at elections, but I could take the Chief Inspector training just in case?	There is nothing in state law that precludes a clerk from working at the polls (as long as they self-appoint and take Baseline CIT if they are working as a CI), but we don't recommend it. You can take the training in case you are needed

	and not on the ballot. Clerks need to visit polling places to deliver ballots, answer questions and check on how things are going, but should not be hanging around unless they are working as in election worker.
Does the elections security training need to be taken by chief inspectors?	No, but its good training for anyone using a computer for personal or professional reasons and can be counted toward their six hour training requirement.
Yay! I am such a hands on learner. I'm very happy about this EA Table Top Exercise!	Great! The TTX format is a great way to apply training information you have learned through MCT Core or Baseline CIT. Let us know if you have questions on how to set up a TTX!
My computer crashed - so I missed if you answered the question about the blue security USB	Yes, you need to complete the security training prior to getting you blue key for accessing the WisVote system.
I was able to print out the handout. Would you repeat the page number and the typo correction that needs to be made for accuracy?	It dealt with election official terms, they are the current 2020-2021 term and the next term is 2022-2023.
Is it a good idea for a Deputy Clerk to take Chief Inspector training?	Sure, it is good information for them depending on their role in running elections in your municipality. They will get a good overview of the different tasks required at the polling place on election day.
Did you say that poll workers can get log in information for themselves also? I heard you say you could do this as a group but they don't get badges. How do they get a log in to do training on their own?	yes, poll workers can get access to the Learning Center to access the online training. You will need to submit the access request form to our Help Desk so they can issue them a user name and password to access the training.
What about standard operating procedures for the day to day clerk activities like DMV checks. For example, you have a DVM check for someone with the wrong date of birth. You call and send a letter to that person and they do not respond. What is the best course of action?	Nicholas, topics such as DMV checks would be covered during WisVote training in the Learning Center and topic-specific webinars as list maintenance takes place in the WisVote system.
Can the WisVote training be included with WEC training. Why can't the reminders be on the Recent Clerk Communication?	Hi Tami, can you clarify your question? i would be happy to discuss this issue with you but need a little more information as to what you want.
I have a Sept 2020 Election Admin Manual. Is that still current? Should I have a more recent copy?	That is the most recent version of the EA Manual.
Badger Voters....what a great help to us!	Great, we like it too!
Did the law change with drop boxes? I think I missed something and am wondering if voters are	State law currently does not prohibit the use of drop boxes for absentee voting.

still able to return an absentee ballot by drop box?	
Redistricting Publishing Question...Are Towns and Villages required to do a class 2 notice to adopt their new ward map? I know it addresses cities in WI ST 62.08(1), but what are the requirements for Towns and Villages?	It's not an elections notice, so I don't know. You may want to contact the Wisconsin Towns Association.
Does this webinar count towards the 6 hour training requirement?	Yes!
How do we report this training?	The New Clerk Checklist has a link to the reporting form on our website or you can enter the training into the WisVote system if you are a user.